

# **"THE PAUL MEMORIAL LIBRARY"**

## **TRUSTEES MEETING MINUTES**

**Tuesday November 28, 2006**

Call to order – On November 28, 2006, at about 6:39 p.m. at the library, Trustees Larry Arend (President of the Board), Karen Lynch (Treasurer) and Michael Woodworth (Secretary) were present for the regular monthly meeting. Also present for part of the meeting was Library Director Deborah Chaze and Librarian Brian Morrison. David Win Fream, Newfields Town Budget Committee was present for part of the meeting.

### **Treasurer's Report –**

1. Mrs. Lynch said that the current balance of the Checking account is \$21,573.18 and noted several upcoming expense payments that would affect that balance. Mr. Arend provided an updated "Budget to Actual to 2006 & Proposed Budget 2007" to the board. A general discussion of budget items, strategies and issues followed. Mr. Fream provided a briefing on the budget committees views of the proposed town budget and in particular the library's budget.

### **Secretary's Report –**

- A motion was made that the minutes of the September, 26 and October 31 meetings be approved. The minutes were approved without exception.

### **Librarian's Report - A written Librarian's report was provided.**

1. Mrs. Chaze noted that the front steps of the library had been repaired.
2. Mrs. Chaze provided an update on the water coming into the basement and detailed estimates to make the needed repairs.
3. Mrs. Chaze noted that the DVD collection continues to be very popular. The DVD collection continues to grow through the support of the monthly contributions of "Friends of the Library". The Trustees again noted the good work of the Friends of the Library!
4. Mrs. Chaze provided a copy of the November 24, 2006 letter from the Hervert A. Grant & Iva B. Grant Charitable Trust which conveyed a check in the amount of \$1,750.00. The letter encouraged the Trustees to invest this money in "books for the children and youth of our community". A discussion of appropriate reference material and picture books most valued by our children followed. Mrs. Chaze also provided a copy of the thank you letter to the Trust.
5. Mrs. Chaze noted that the library was again a host for the Toys for Tots charity sponsored by the U. S. Marine Corps.

New Business: none

Old Business:

- The board reviewed the updated "Budget to Actual to 2006 & Proposed Budget 2007".

The meeting was adjourned at about 8:37 p.m.

Next Meeting: December 26, 2006

Respectfully Submitted:

Michael Woodworth  
Secretary/Trustee